

**IN THE UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF NEW MEXICO**

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STEPHEN S. EDWARDS,

Plaintiff,

v.

No. 1:21-cv-01180-KWR-LF

BRITISH SECURITY SERVICES, LLC,

Defendant.

**ORDER REGARDING COMMUNICATION WITH THE COURT**

On May 4, 2022, the chambers of Judge Riggs received four emails and three attachments from Plaintiff Stephen Edwards. *See Attachment A.*

Generally, *pro se* litigants are held to the same standards of professional responsibility as trained attorneys. It is a *pro se* litigant's responsibility to become familiar with and to comply with the *Federal Rules of Civil Procedure* and the *Local Rules of the United States District Court for the District of New Mexico* (the "Local Rules").

Guide for Pro Se Litigants at 4, United States District Court, District of New Mexico (November 2019).<sup>1</sup> "**Attorneys and *pro se* parties are prohibited from all *ex parte* communication with the judge or judge's staff.**" *See* Guide for Pro Se Litigants at 11 (emphasis added). *Ex parte* communication occurs when one of the parties to a lawsuit exchanges information with the assigned judge (1) without the opposing party being present, or (2) without the knowledge and consent of the opposing party. *Id.* Therefore, "[a]ny communication between the assigned judge and a *pro se* litigant should be in writing, and a copy of the communication should be sent to the opposing party or, if represented, to that party's attorney." *Id.* "The letter to the judge should

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<sup>1</sup> The Local Rules, the Guide for Pro Se Litigants and a link to the Federal Rules of Civil Procedure are also available on the Court's website (<http://www.nmd.uscourts.gov> under the "Pro Se" tab).

indicate that a copy has been sent to the opposing party. Telephone or personal contact with the judge's staff should be limited to specific scheduling inquiries." *Id.* at 11–12.

Unless otherwise directed, all communication to the court should be addressed to the Clerk of Court, United States District Court, District of New Mexico, using the address for the division [Albuquerque, Las Cruces or Santa Fe] where the subject case has been assigned.

Guide for Pro Se Litigants at 5 (providing the Albuquerque, Las Cruces and Santa Fe addresses).

Plaintiff's emails to Judge Riggs constitute improper *ex parte* communications. The Court, therefore, has docketed the email communications and attachments (**Attachment A**). This Order serves as Plaintiff's notice of the impropriety of his communications. **Plaintiff is prohibited from communicating with the Court via email or any other method not expressly provided for in the Local Rules or the Court's orders. None of the attachments or the emails Plaintiff has sent to chambers will be considered by the Court.**

If Plaintiff wishes to file a motion or a response to any motion, he must mail such a response to the Clerk of Court to file it. Plaintiff may contact the clerk's office at 505-348-2000 if he needs assistance filing a motion or response. Plaintiff may also create a CM/ECF account and electronically submit filings through his account, as granted by the Court for this case only. *See Doc. 29.* Account registration forms, procedure manuals, and other information can be obtained at the Court's website at <http://www.nmd.uscourts.gov/filing-information>. **The Court notifies Mr. Edwards that any future violations of Court orders may result in sanctions, including dismissal of his case.**

**IT IS SO ORDERED.**



KEA W. RIGGS  
UNITED STATES DISTRICT JUDGE